(COMPANY LETTERHEAD)

Date:

Malaysian International Chamber of

Commerce and Industry (MICCI)

C-08-8, Block C, Plaza Mont Kiara,

No. 2 Jalan Kiara, Mont Kiara

50480 Kuala Lumpur.

Attn: Ms Karen Yuen

Dear Madam,

**APPLICATION FOR APEC CARD SUPPORT LETTER**

This is to confirm that *[applicant name]* with Malaysian passport number \_\_\_\_\_ and IC No. \_\_\_\_\_ is an employee of *[company name]* and holds the position of *[applicant designation].*

This position requires him/her to *[reason for going to APEC region].* We would therefore be most grateful if you could kindly issue him/her with a letter to support his APEC Card application.

Kindly be informed that *[company name*] is a member of the Malaysian International Chamber of Commerce and Industry (MICCI).

We enclose herewith the following documents for the application:

1. Application Form

2. Copy of Passport and copy of IC

3. Letter to Immigration

4. Letter of Job Function

5. One Passport sized photo (blue background)

6. Company Information from SSM

Indemnity Clause

We declare and confirm that the information contained in all our application for the APEC Business Travel Card as referred to above is true and correct.

Thank you.

Yours sincerely

……………………….

Name:

Designation: